

*ETID*  
**ELECTRONIC TURN IN  
DOCUMENT**

OVERVIEW  
FEBRUARY 2006

**SIMPLIFYING THE TURN IN PROCESS**

# ETID OVERVIEW

- **DESCRIPTION**



- \* **ELECTRONIC METHOD TO PREPARE A DISPOSAL TURN-IN DOCUMENT (DD 1348-1A)**

- \* **WEB BASED PROGRAM**

- \* **DESIGNED FOR GENERATORS WHO MANUALLY PREPARE DTIDS**

- SMALL-MEDIUM GENERATORS WHO TYPE OR HANDSCRIBE A DTID
    - NON-ACCOUNTABLE PROPERTY

- **USABLE OR HAZARDOUS PROPERTY**

- \* CREATE/UPLOAD HAZARDOUS WASTE PROFILE SHEETS

# ETID OVERVIEW

- **FEATURES**
  - \* **AUTOMATED REGISTRATION PROCESS**
  - \* **EASY TO USE**
    - DROP DOWN MENUS
  - \* **PRE-POPULATES MANY OF THE FIELDS FOR NSN ITEMS**
    - ITEM CHARACTERISTICS/DEMIL CODES
    - SAVES TIME LOOKING UP CODES AND INFORMATION
  - \* **INCLUDES CERTIFICATIONS (i.e. *DEMIL*)**
  - \* **PRINTS DD 1348-1A, CERTIFICATIONS, SHIPPING MANIFEST**
  - \* **BARCODE INVENTORY LABELS & BARCODES ON 1348-1A**

# ETID OVERVIEW

- **GENERATOR BENEFITS**

- \* ELIMINATES MANUAL PREPARATION OF DTID
- \* REDUCES TIME REQUIRED TO COMPLETE DTID
  - 5-10 MINUTES A DOCUMENT
- \* IMPROVES DATA ACCURACY FOR NSN ITEMS
- \* RECEIVE FEEDBACK FROM DRMO BEFORE TURN-IN
- \* REDUCES PROPERTY REJECTIONS
- \* IMPROVES INTRANSIT ACCOUNTABILITY
- \* PRINTS DOCUMENTS & BAR CODES

# OVERVIEW

- **DRMO BENEFITS**
  - \* ALLOWS REVIEW OF TURN-IN BEFORE RECEIPT
    - SCREEN INCOMING WORKLOAD
    - REJECT BEFORE PHYSICAL RECEIPT
    - REDIRECT CAPABILITIES
  - \* REVIEW ETIDS FOR MULTIPLE DRMO LOCATIONS
  - \* ELECTRONICALLY CAPTURES RECEIPT INFORMATION
    - SPEEDS RECEIVING
  - \* BARCODES ON DTID
  - \* BARCODE LABEL CAPABILITY



# PROCESS OVERVIEW

## 1. GENERATOR

- \* LOG ON TO ETID WEB SITE
- \* ENTER DTID NUMBER AND NSN/LSN INFORMATION
  - PROCESS WILL ELECTRONICALLY GATHER NSN DATA
  - ENTER REMAINING TURN-IN DATA
- \* ELECTRONICALLY SUBMITTED TO DRMO

## 2. DRMO

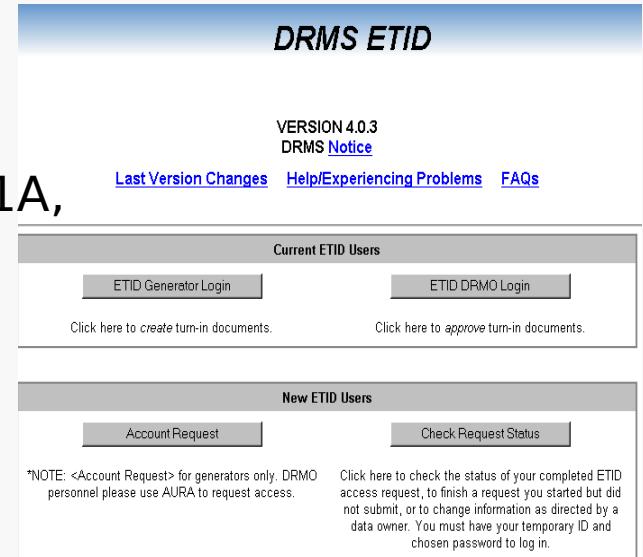
- \* REVIEWS ETID; APPROVE, REJECT, OR REDIRECT
  - DRMO WILL COORDINATE TURN-IN WITH GENERATOR

## 3. GENERATOR

- \* RECEIVES ACCEPTANCE FEEDBACK;
  - EDIT/RESUBMIT IF NECESSARY
- \* PRIOR TO TURN-IN, PRINT DD1348-1A, CERTIFICATIONS, LABELS
- \* TURN-IN

## 4. DRMO

- \* SCAN BARCODE
- \* PROCESS INTO DAISY



# ETID - DRMS WEB

To view information for Generator turn-in, search our inventory for RTD including RCP inventory, view information regarding sales including browsing for special sales catalogs, select one of the following:

[Generator/Installation](#)  
( ETID/DRMO Turn-ins of govt. property )

[R/T/D Customers](#)  
( Military, Govt., Public Service, Schools, LESO & Nonprofit )

[Special Programs:](#)  
[RCP](#)  
[Precious Metals](#)  
[Tire Recycling](#)  
New 1/9/06

[Sales Customers](#)  
(Private Company or Individual)

## PRODUCTION/LIVE

## DEMO/TRAINING

### Electronic Turn-In Document ( ETID )

[ETID SYSTEM](#)

[ETID Training and Demo System](#)

#### GENERAL

[ETID Business Rules](#) (.pdf) 08/05

[FAQs](#) (.pdf) 9/19/02

[ETID Generator Reports](#) (Discoverer Query)

[ETID Hazardous Access](#) (New 01/06)

[ETID Hazardous Overview](#) (New 01/06)

#### DRMO/GENERATOR TRAINING

[ETID Overview 0905](#) (.ppt)

[ETID Access 0905](#) (.ppt)

[ETID Generator 0905](#) (.ppt)

[ETID DRMO 0905](#) (.ppt)

[ETID Printing 0905](#) (.ppt)

## TRAINING BRIEFINGS

## REPORTS

Address  <http://www.drms.dla.mil/turn-in/>

# POINTS OF CONTACT

## ETID access or Usable Property

### CONUS Locations:

(via e-mail) [Roger Kriegbaum](#)  
or phone: (commercial) 269-961-7288; (DSN) 661-7288

### OCONUS Locations:

(via e-mail) [Larry Williams](#)  
or phone: (commercial) 269-961-5090; (DSN) 661-5090  
OR  
(via e-mail) [Jim Lamontagne](#)  
or phone: (commercial) 269-961-5337; (DSN) 661-5337

## Hazardous Property

(via e-mail) [Randy Schmitz](#)  
or phone: (commercial) 269-961-5874; (DSN) 661-5874

For Application/Technical Support, please contact:

(via e-mail) [DRMS Helpdesk](#)  
or phone: (commercial) 269-961-4999; (DSN) 661-4999

## **ETID PROGRAM MANAGER:**

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